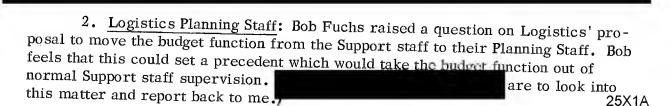
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DIARY NOTES

DD/S

8 September 1966 25X1A



- 3. Meeting of Deadlines by Support Offices: In the past week I have had presented to me a series of papers about 10 minutes prior to the deadline time that they were to be presented to the Front Office. Several of these were from the Office of Personnel and one included a gross error indicating that the paper had not been reviewed at any senior level in Personnel. This situation applies to other DD/S Offices, too. I have asked that a memorandum be addressed to the head of each Support Office on the matter of deadlines, and I propose to raise this at the DD/S Staff Meeting.
- 4. Annual Awards Ceremony--19 September: I met with Emmett Echols and Colonel White concerning the agenda for the Annual Awards Ceremony, with particular reference as to whether or not the schedule is so set up that it will accommodate the Vice President whether he arrives on time at the beginning of the ceremony or at the end of the ceremony. Colonel White asked for certain changes to be made and Mr. Echols has lined up these changes. I later called Mr. Echols and made it his personal responsibility to see that this program goes off smoothly and without any hitch. I set a deadline of 14 September for Echols to have in my office a statement of remarks that Mr. Helms may make on this occasion.

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ROOM ODOBOGS - 7
downgrading and declareliteration

25X1A 25X1A Colonel White asked for a resume on and a briefing sheet outlining the benefits accruing formerly o to a Level IV executive pay scale officer. This was prepared and furnished, but

unfortunately Personnel misstated the salary (a serious error of review and preparation).

RLB:jvw

25X1C

25X1A

25X1A

25X1A

nay be a candidate for DD/S&T.